ER-363-84

20 JAN 1984

MEMORANDUM FOR: Members of the Workstation Environment
Working Group

FROM:

Executive Director

                              25X1

SUBJECT: Information Systems Board's Decision
on the Working Group's Interim Report

    1. On behalf of the CIA Information Systems Board, I would
like to thank the members of the Workstation Environment Working
Group for their excellent Interim Report, "Combining Word and
Data Processing in a Single Terminal." The Interim Report is a
complete, well-organized, and thoroughly readable analysis of the
options. Knowing that you labored under a tight deadline only
adds to our appreciation of your accomplishment.   25X1

    2. The Board approved your recommendation -- Options 2, 3,
and 6 -- but most Board members felt more information was needed
before the Agency acquired personal computers in significant
numbers. I have asked the Deputy Director for Administration
(DDA) to arrange for a six-month study of the requirements,
costs, and implications for the Agency's overall ADP architecture
associated with increasing the use of personal computers as
workstations. The Office of Data Processing has the first two
actions of your recommendation (Options 2 and 3) well underway
and will proceed with those projects.   25X1

    3. In addition to providing supplementary information to
the Board, the six-month study will give your Working Group some
"breathing room." Please postpone preparation of your final
report until the results of the study are available. It is
understood that the Working Group will assist the DDA with the
study, as needed, and make its expertise and recent experience
available as well to the Director of Data Processing for his
teleconferencing plan study. There are, moreover, other tasks in
your charter to be addressed during the waiting period: i.e.,
workstation environment requirements by job category (and, as you
indicated in your Interim Report, by age or physical ability of
users as well), security requirements for workstations, and the
costs and benefits of compatible vs. standard terminals.   25X1

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